



## **Yuma County Local Emergency Planning Committee**

### **Minutes of the Meeting December 8, 2011**

#### **PRESENT:**

Robert Barocio, Yuma Proving Grounds, Group 2  
Michael Callahan, Gowan Milling, Group 5  
Jeff Denman, citizen at large, Group 4  
Greg Ferguson, Yuma County Board of Supervisors, Group 1  
Chief Curt Foster, representing Chief August, Rural Metro, Group 2  
Manuel Hernandez, City of Yuma Utilities Department, Group 2  
Marc Holyfield, Arizona Western College, Group 2  
Mark Hutsell, Vice Chair, Yuma Regional Medical Center, Group 2  
Gary Koehn, Kinder Morgan Energy Partners, Group 5  
Shelly Kreger, YMPO, Group 2  
Gretchen Robinson, Emergency Management Director, Group 2  
Ema Lea Shoop, citizen at large, Group 4  
Michelle Smith, Yuma County Public Health District, Group

#### **ABSENT:**

Tim Beeler, MCAS Yuma, Group 2  
Chief Paul DeAnda, Somerton-Cocopah Fire Department, Group 2  
Mike Erfert, Yuma Fire Department, Group 2  
Earl Hamilton, MCAS Disaster Preparedness, Group 2  
Major Ken Hewett, Arizona Department of Corrections  
Chief Jack McArthur, representing Mayor Al Krieger, Alternate Group 1  
Chris Nossaman, Sun Country Restoration, Group 5  
Warren Quirk, Excel Group / WORC Center, Group 5  
Rick Reyes, Sellers Petroleum. Group 5  
Captain Joseph Roerink, AZ Department of Corrections, Group 2  
Captain Mark Stroh, Yuma Fire Department, Group 2  
Sheriff Ralph Ogden, Group 1

A quorum of 13 persons was present with a minimum of 3 groups represented, Group 1, Group 2, Group 4 and Group 5.

**1. CALL TO ORDER:**

Chairman Mark Hutsell called the meeting to order at 1002 hours in the Board of Supervisors Auditorium at 198 So. Main Street, Yuma AZ on December 8, 2011.

**2. INTRODUCTION:**

Members and guests present introduced themselves. Guests present included

Martin Agundez, City of Yuma  
Mike Biever, Bureau of Reclamation  
Captain Dusty Fields, Yuma Fire Department  
Phil Hillesheim, Bureau of Reclamation  
John Hazen, El Paso Natural Gas  
Rosario Zavala, Quechan Tribal Police Department

**3. MINUTES:**

Upon motion of Ema Lea Shoop, with second by Mark Holyfield, the minutes of the meeting held 13 October 2011 were approved as submitted.

**4. GRANT STATUS:**

Gretchen Robinson reminded the committee that the HMEP award in the amount of \$1,500 was dedicated to

Yuma Area Ammonia Safety Days sponsorship	500.00
Tabletop exercise for LEPC	800.00
Update and continued revision ERP	200.00
Total	\$1,500.00

Gretchen Robinson then discussed the Emergency Response Fund. Still, no word had been received on the application submitted by the Somerton-Cocopah Fire Department in the amount of \$3,142 for the purchase of fire ice gel.

**5. MEMBERSHIP STATUS**

**5a: Approval of Renewals**

Several memberships were eligible for renewal. Upon motion by Ema Lee Shoop, with second by Mark Holyfield, the following memberships were renewed:

1. Mark Hutsell, Group II
2. Gary Koehn, Group V
3. Chief Jack McArthur, Group II

**5b: Approval of Designated Alternate**

Upon motion by Greg Ferguson with second by Mark Hutsell, the committee approved Don Kilner as a designated alternate for John Andoh.

**5c: Introduction of potential member Chief Jeffrey Philpot**

Gretchen Robinson advised the Committee that with the reassignment of duties for the Wellton Police Department, Chief Jeffrey Philpot would be making application to the LEPC. Unfortunately, Chief Philpot was not present and this item was tabled until the February meeting.

Again, Gretchen encouraged the Quechan Indian Nation and the Bureau of Reclamation to apply for membership in the LEPC.

**5d: Approval of Resignations**

Gretchen Robinson indicated that she had contacted several members who had not been attending LEPC meetings to inquire if they desired to continue their membership. As a result of those contacts, several resignations were presented to the Committee. Upon motion by Mark Hutsell with second by Greg Ferguson, the Committee unanimously voted to accept the resignations of

1. Rick Reyes, Group V
2. Captain Mark Stroh, Group II
3. Keith Titus, Group II
4. Major Ken Hewett, Group II
5. Eliseo Rivera, Group II

There was general discussion about how to encourage the media to participate. Gretchen will send another letter.

**6. New Business**

**6a: Discussion and possible action regarding local incidents.**

Recently two incidents had occurred in Yuma County, specifically, the ammonia explosion on 2 December 2011 and the leak of jet fuel at MCAS on 27 November 2011.

Gretchen reported that Yuma Fire Department and Rural Metro Fire Department were meeting on 13 December to discuss procedures and efforts to train together. Following that meeting, a report would be made to the LEPC regarding the response to the ammonia explosion. She indicated that all notifications had been made within 30 minutes. This item will be discussed at the February meeting.

Captain Fields of the Fire Department asked if the LEPC or the Office of Emergency Management were receiving the yellow form from first responders. Gretchen indicated she was not and that was the reason the "local incidents" item had been added to the agenda.

The Committee agreed that more education was needed in the community, especially as it pertained to the cooling facilities regarding sheltering in place, evacuation, reporting procedures, etc. This item will also be discussed at the February meeting.

At this time, Gretchen reminded all LEPC members of the upcoming Yuma Area Ammonia Safety Days and had included a flyer in the meeting packet. All LEPC members were encouraged to attend this training to be held on February 16, 2012.

**6b: *Change in Committee Rules regarding quorum***

This item had been placed on the agenda because we had been unable to reach a quorum for our June meeting. Both Ema Lee Shoop and Greg Ferguson discussed the history of changing the committee rules to the minimum of ten members with a minimum of three groups represented. Following discussion, the committee was reluctant to make another change.

The committee discussed the possibility of moving the meeting from 1000 hours to 0900 hours in hopes of increasing attendance. Upon motion by Chief Curt Foster with second by Mark Holyfield, the 2012 meetings have been moved to 0900 hours.

**6c: *Household Hazardous Waste collection***

Manny Hernandez re-introduced Martin Agundez who is the lead for the household hazardous waste event. Mr. Agundez spoke about the collection events that are held in January, April, July and October. Manny Hernandez asked the LEPC to participate in these events. Several members of the LEPC do participate individually. Greg Ferguson spoke of the history of the hazardous waste collection events.

A motion was made by Gretchen Robinson, with second by Ema Lea Shoop to create an outreach group to promote the LEPC via participation in local activities such as the City of Yuma Household Hazardous Waste Collection; motion carried.

**7. *Old Business***

**7a. *Lower Colorado River Plan***

Gretchen Robinson indicated that once again the telephone conference call with the EPA and other river stakeholders had been rescheduled for later in December.

**7b. *Type III Incident Management Team***

Gretchen Robinson reported that Chief McArthur and Mike Erfert of Yuma Fire Department were attending a conference regarding formation of this Type III team. Chief McArthur would be asked to report back to the LEPC in February.

**7c. State Exercise November 4<sup>th</sup>**

Michelle Smith, Mark Hutsell and Gretchen Robinson reported on the state exercise held November 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> to include lessons learned, altered standards of care, evacuation, sheltering, decontamination and recovery. Gretchen thanked Marc Holyfield for teaching two nuclear awareness classes to the Yuma community at the end of October.

We are looking for an after action report regarding the state exercise within the next month and more information will be shared with the LEPC at that time. Gretchen also reported that she had reviewed the Emergency Response Plan recently adopted by the LEPC in June 2011 during the state exercise and would provide a report to the LEPC.

**7d: Update on the New World data project**

Gretchen reported she had met with Chief Lynn Wojcik of the Yuma Fire Department for a demonstration of the current system that displays the Tier II information available to first responders.

**8. Chair Status Report**

Chairman Mark Hutsell had nothing further to report.

**9. Public Comment on the LEPC Emergency Response Plan**

Gretchen reported she had received no comments from the public regarding the LEPC Emergency Response Plan and no comments were received at the meeting.

**10. Good of the Order/Announcements**

Gretchen advised the LEPC that exercise planning is in the works for a full scale exercise at the Bureau of Reclamation. More information at the February meeting – exercise is scheduled for July 24, 2012.

**11. Call to the Public**

No one from the public was available to answer the call.

**12. Adjourn**

Upon motion by Curt Foster with second by Michelle Smith, and with no further business to come before the committee, the meeting was adjourned at 1120 hours.

Next meeting is scheduled for February 9, 2012 at 0900 hours.

*Gretchen Robinson*

Gretchen Robinson  
Yuma County Office of Emergency Management